

POLICIES FOR THE *116*  
CLEAN AIR AND TRANSPORTATION IMPROVEMENT ACT  
RAIL GUIDELINES  
Resolution No. G-90-23



## GENERAL POLICIES

1. The Commission, as the designated policy body in the Clean Air and Transportation Improvement Act (CATIA) of 1990, will implement the CATIA in a timely, cost effective, and efficient manner.
2. The Commission shall, to the extent feasible, integrate the CATIA process with the State Transportation Improvement Program (STIP) and Transit Capital Improvement (TCI) Program process to minimize multiple application cycles and duplicate applications, while not delaying any CATIA projects proposed for funding.
3. The Commission will award grants as specified in the CATIA and ensure that the CATIA is implemented over the term of the Act from 1990 to 2010.
4. The Commission prefers to implement this grant program so as to assure that use of CATIA funds will lead to rail transit services no later than the year 2000.
5. The Commission will seek to maximize the use of funds in the CATIA and other funding sources to provide transit/rail services.
6. The Commission will only accept grant applications for rail projects as defined or identified in the CATIA (see policy 43).
7. The Commission shall require that all rail equipment and facilities be fully accessible to older persons, persons with disabilities including wheelchair users, and be reasonably accessible to bicycles.
8. The Commission intends that if CATIA bond issues are not sold as anticipated, the amount available to each grant applicant during that time period will be reduced proportionately for that bond issue as allowed by CATIA Section 99604.
9. The Commission shall not permit Passenger Rail and Clean Air Bond Act funds, based on state law (SB 2592, Kopp), or other state funds to be matched with CATIA funds.
10. The Commission will require that the CATIA Rail Right-of-Way projects shall be reviewed under the Commission's Rail Right-of-Way Review Policy (#G-90-17, see attachment) as clarified by the Commission's STIP Adoption Resolution (#G-90-18) to include all rail rights-of-way in California.
11. The Commission shall require the grant applicants and the implementing agencies to demonstrate that the projects do not duplicate existing service, are coordinated with other transit services, and result in

transit service which will generate a sufficient farebox recovery ratio (see policy 32).

12. The Commission shall request that local and regional agencies suggest substitute projects in order to replace the original CATIA project, if:
  - a. Funds remain unencumbered, or if the project proves infeasible or is uncompleted by the year 2000; the Commission intends to make project and funding recommendations to the Legislature for substitute projects in the original jurisdiction(s) or areas designated in the CATIA.
  - b. Funds remain unencumbered, or if the project proves infeasible or is uncompleted by the year 2010; the Commission intends to make project and funding recommendations to the Legislature on substitute statewide CATIA projects.
13. The Commission shall review annually, and as necessary, amend the CATIA policy guidelines, application guidelines, and financial guidelines to ensure that the program reflects the current statutes, as well as Commission policies and programs.

#### PROGRAM POLICIES

14. All grant applicants shall be encouraged to coordinate and work closely with the Commission (through its staff) and affected agencies during the early preparation stage of the grant application prior to submittal. Advance review by the Commission and the affected agencies is intended to assure timely review of the grant application submittal. Grant applications shall be submitted in conformance with the following:
  - a. A total project application which provides an overview of the project and the transit service it will provide. The total project application shall include a financial plan, an operating plan, and a cash flow expenditure plan over the life of the project.
  - b. An annual request for funds shall be submitted for the proposed project which describes the current financial plan, an operating plan, and cash flow expenditure plan for that year.
  - c. Grant applicants may submit concurrently the total project application and the annual request for funds.
  - d. If the grant applicant is not the intended operating agency for the rail transit service, then the grant applicant must specify the agency and submit assurances from that agency that it will operate and maintain the project once it is completed (see policy 37).
  - e. The grant applicant shall submit the railroad corporation's consent to operate on and use the rail line and facilities for rail transit services.

15. Total project applications and annual requests for funds shall be submitted by the grant applicant to the Commission, as well as the Department of Transportation, transportation planning agencies, transportation commissions, affected transit districts, and affected cities, counties and agencies for review and comment.
  - a. The grant applicant shall respond to the comments as a part of its total project application and annual request for funds and submit its responses to the commenting agency and to the Commission.
  - b. Where multiple funding sources are involved and approval must be given by the appropriate Regional Transportation Planning Agency (RTPA) on the non-CATIA funds, then the RTPA shall within two months of the receipt of the total project and annual request for funds indicate approval or disapproval on that portion of the non-CATIA funding package and submit its response to the Commission. This policy does not relieve the grant applicant from complying with other State statutes that mandate project review and approval.
16. The Commission shall accept applications on a continuous basis during the first application process, but because the CATIA program requires bond issues, the Commission prefers that grant applicants submit the total project applications and annual request for funds on a annual calendar cycle which will provide a better portrait of the bonding needed during that calendar cycle.
17. Where multiple jurisdictions are involved, the appropriate RTPA shall within two months of the receipt of the total project and annual request for funds, assemble comments and responses and submit them to the Commission for consideration and action on the total project application and the annual request for funds.
18. Subject to its approval, the Commission will allow any public agency identified in the CATIA or in the application guidelines as an eligible applicant, to transfer its applicant status to another public agency that accepts the rights and responsibility to implement and deliver the project (CATIA Section 99654).
19. The Commission shall amend all approved CATIA projects by resolution on an ongoing basis into the current State Transportation Improvement Program.
20. The Commission requests that approved grant allocations and annual requests for funds made by the Commission for CATIA projects, excluding the Department's intercity rail projects, be amended into the appropriate Regional Transportation Improvement Program (RTIP).
21. In those instances where multiple rail services occur in a common corridor, the Commission shall require that all the operating agencies coordinate and share the rail rights-of-way and the common maintenance services and station facilities used for intercity and commuter rail. Intercity and commuter rail services shall be coordinated with each

other and with freight traffic to provide integrated rail passenger and freight services that do not conflict.

#### FINANCIAL/FUNDING POLICIES

22. The Commission intends to adopt the financial guidelines for the transfer and expenditure of funds that are consistent to Section 164.4 of the Streets and Highways Code.
23. The Commission intends to allocate CATIA funds in a manner that minimizes the state debt service on the bond issues.
  - a The Commission will allocate funds only on an as needed reimbursement basis. The Commission's approval of a total project application or annual request for funding will delineate the state's share of the total project cost and for the grant applicant's purpose shall also serve as a verification letter of the state's funding commitment.
24. The Commission will use its Five-Point Strategy for Program Delivery Reform (#G-90-21), Cost Monitoring Policy (#G-90-11), and Timely Use of Funds Policy (#G-88-6) to ensure that the grant applicant shall provide a rail transit project and services in a timely and cost efficient manner. If the project is delayed, the grant applicant shall describe the causes of the cost increases, and detail measures to fund the increases, and cost control measures on future project costs (see attachments).
25. CATIA funds are not subject to the South/North split and county minimums except where applicable under Sections 188.0 and 188.8 of the Streets and Highways Code.
26. CATIA funds may be used to enhance a completed project if a cost savings exists pursuant to the Commission's Cost Saving Policy (#G-90-9, see attachment).
27. The Commission shall require that the grant applicants/operating agencies demonstrate they have the financial capacity to construct, maintain, and operate the project for transit services, as well as the financial and institutional ability to accept the legal liabilities and obligations.
28. Project cost shall be based on the first total project application and annual request for funds submitted and approved by the Commission.
29. If projects exceed the cost proposed by the grant applicant, then the grant applicant shall cover the cost increases with local, federal and private funds.
30. The Commission shall require that total project applications be updated on an annual cycle to reflect the current status of the project.

- 31 CATIA funds shall be expended with federal, local, private and other funding sources during the implementation of the project. The intent of the Commission is to allocate funds throughout all the project elements to ensure that reasonable progress and project implementation occurs.

#### PROJECT POLICIES

- 32 The Commission shall require that transit services be cost effective and at a minimum that the service match the statutory requirements established for the farebox recovery ratio of 40% for commuter rail and 55% for intercity rail for existing operations or within a three year time period from the start of operations for new services (e.g., Sections 14031.8 and 14031.9 of the Government Code). Farebox ratios shall be calculated consistent with current statutes.
- a. The farebox recovery ratio for urban rail varies; a reasonable recovery ratio (CATIA Section 99663 (c)) shall be recommended to the Commission by the peer review group (CATIA Section 99669), which reviews rail transit extensions and its integration with bus service (see policy 11). The peer review group shall recommend a farebox recovery ratio either following or based upon current statutes (Transportation Development Act).
33. In the event a rail right-of-way project does not result in rail transit service by the year 2000 and the property is no longer needed, the Commission shall require that a liquidation plan be prepared by the grant recipient by January 31, 2000 for approval by the Commission to dispose of the property.
- a The liquidation plan shall describe all the options available for the disposition of the property including whether or not the property should be retained in the public domain, whether there are hazardous and toxic waste problems and how they will be addressed if the property is sold, the property's estimated value and if title to the property is clear.
  - b The Commission may consider requesting the Department to assume ownership of the right-of-way project to complete it and implement rail transit service.
  - c The Commission may consider another implementing agency assuming ownership of the right-of-way project to complete it and implement rail transit service.
  - d If the property is sold, the Commission shall have the first "lien" on the funds received from the sale of the property to reimburse the state's bond debt service costs, the state's portion of the original total project cost, and if the sale of the property exceeds the original total project cost, then the state shall receive a proportionate basis of the state's total costs (i.e., debt service costs and state portion of the original total project cost) to the project's total cost.

- 34 The Commission will allow up to 5% of the grant allocation for pre-construction work such as preliminary engineering and environmental work, but not feasibility or planning studies.
- 35 The Commission shall require all intercity and commuter rail cars purchased with CATIA funds to conform with the California Rail car specifications developed by the Department as specified in the CATIA.

#### ELIGIBILITY POLICIES

- 36 The Commission shall accept applications from the eligible applicants listed in the CATIA providing they are a legally constituted public agency.
- 37 The grant applicant designated in the CATIA shall submit a joint application with the operating agency (see policy 14d).
- 38. The Commission will fund and allocate monies only for those activities which it considers to be eligible based upon the activities defined in the Act and the application guidelines.

#### JUSTIFICATION POLICY

- 39 A grant applicant may request the Commission, during its total project application and annual request for funds, to waive a specific policy or policies in the policy guidelines. The grant applicant shall justify the waiver by responding in full to comments and requests for data and information from the Commission, the Department of Transportation, transportation planning agencies, transportation commissions, affected transit districts, and affected cities, counties and agencies.

The affected agencies shall submit their comments to the appropriate RTPA to assemble the comments and responses for submittal to the Commission for consideration and action (see policies 15 and 17). The Commission will consider the applicant's justification request, comments submitted by affected agencies via the RTPA and other information received from interested parties. The Commission will make a formal finding by resolution, to either deny or grant a partial waiver or waive the policy or policies in the policy guidelines for that cycles' total project application and annual request for funds. Future submittals of total project application and annual request for funds are not exempt from the Commission's policies without a resubmittal of a justification waiver request and approval of this resubmittal by the Commission.

#### DEFINITIONS

- 40 Intercity rail (CATIA Section 99602 (h)), means passenger rail service between urban areas of the state.
  - a An expanded definition of intercity rail (Section 502 of Title 45 of the United States Code) shall also apply. Intercity rail means

that form of passenger transportation operated by common carriers and uses fixed guideway technology where the service is characterized by inter-regional passenger travel oriented towards non-commute hours, provision for personal carry-on baggage, and possible use of specialized cars for food service, sleeping accommodations, checked baggage, and mail and package express.

41. Commuter rail service (CATIA Section 99602 (c)) (which is based upon paragraph (9) of subsection (a) of Section 502 of Title 45 of the United States Code) means that form of passenger transportation which uses fixed guideway technology, is characterized by medium distance home-to-work passenger travel, multiple ride ticketing, recurring peak-hour travel, and uses chair cars with high-density seating.
42. Urban rail service is defined as a rail mass transportation operation usually within an urban area, generally characterized by more frequent service over shorter distances than normally provided by commuter rail service, or intercity rail service and operating on a rail line without any or with very limited rail freight service (CATIA Section 99602 (k))
- 43 Rail project means (CATIA Section 99602 (j)) a commuter passenger rail service project, an intercity passenger rail project, or a rail transit project, and includes exclusive public mass transit guideway projects and the Alameda-San Pedro branch rail line grade separation projects. Where studies are designated in the CATIA, they will be considered to be a rail project.

Grants for the establishment of separate bicycle paths and ways shall be awarded only if the California Department of Transportation determines that the route established will be principally used by bicycle commuters.

#### IV ELIGIBLE ACTIVITIES

Preliminary engineering, right-of-way purchase, and final project design associated with a specific capital project are the only allowable project development costs within the total project cost. Feasibility planning and environmental assessments are not eligible project development costs.

Project costs incurred prior to state allocation of the funds are not eligible for reimbursement and the project scope may not be significantly altered after programming and before the allocation is made without the express written consent of the Commission.

#### V FINANCIAL REQUIREMENTS

- A Each application must supply all data required for evaluation and shall be accompanied by a plan describing how the grant funds will be used, what other capital funds are available for the project and how those funds will be used.

The plan must include a cash expenditure plan which identifies the cash flow necessary for the implementation/completion of the project.

- 3 Allocation of Funds

The commission will allocate funds to a project after evaluation and approval of the application.

The project must have the appropriate environmental clearance prior to an allocation of funds.

#### VI. PROJECT EVALUATION

- A. Screening Criteria

Statutory Eligibility - The applicant is an eligible claimant for CATTIA funds, pursuant to Section 99650 of the Clean Air and Transportation Improvement Act of 1990.

Policy Board Approval - The applicant's policy board/body has approved the project and the project fund application.

Financial Capacity - The applicant has the financial capacity to construct and maintain the project.

Timely Use of Funds - The applicant can obligate/encumber/expend the funds for the proposed project within 15 months after Commission project approval and allocation.



Appropriate Use of Funds - The applicant demonstrates that the project will improve safety and convenience for bicycle commuters (The Department of Transportation shall determine that applications to construct separate bicycle paths and ways (e.g. Class I facility) will be principally used by bicycle commuters pursuant to PUC Section 99650(b)).

Plans - The applicant shall provide documentation demonstrating local support for the project; documentation types include: showing the project's consistency with an adopted bicycle plan or circulation element of a General Plan, congestion management plan, regional transportation plan, transportation control measure plan, or other regional plan.

Design Standards - Bicycle projects shall be designed where applicable in conformity with the latest design criteria described in Chapter 1000 of the Highway Design Manual, "Bikeway Planning and Design".

B. Evaluation (Ranking) Criteria

The applicant shall demonstrate that the project will provide for one or more of the following:

Elimination or improvement of a problem area on routes that serve bicycle commuters.

Improvements that provide for a continuous interconnected route to provide reasonably direct access to work, to school, shopping and other activity centers rather than recreational trips

Provisions that facilitate bicycle/transit trips

Cost of the project compared to similar ones constructed in the state in comparable urban/rural areas.

Coordination of an overall bicycle or transportation network; or in linking activity centers.

A joint project that is sponsored by multi-jurisdictional agencies.

Increased safety that will result from the project.

Financial commitment showing percent of federal, state local or private funding for the project.

Letters of support from local schools, citizens, bicycle organizations, businesses to demonstrate local support for the project.

Degree that the project will serve utilitarian transportation uses such as trips to work, to school, shopping and other activity centers rather than recreational trips.

Evidence of ongoing financial commitment to bikeway development, as demonstrated by the percentage of local transportation funds (Transportation Development Act) or local funds expended on bicycle facilities during the current and past two fiscal years.

## VII. APPLICATION PROCESS

Applicants are required to submit a complete application for annual element projects. The Commission will review and approve annual element projects on an annual basis. The application process for the CATIA funds is outlined below.

Applicants submit applications for annual project to Commission, Caltrans and the regional agency(ies).

Regional agency(ies) and Caltrans reviews and comments on projects received and sends comments to Commission.

The Commission shall set the funding for the annual CATIA bicycle program at \$4 million/year over a five year period, but may set the amount at a different level, if competition for funding shows that the amount is insufficient. The maximum commitment of Proposition 116 funds is limited to \$1 million/year/project.

Note Reference to "regional agency" includes RTPAs, county transportation commissions, transportation authorities, etc.

## Clean Air and Transportation Improvement Act

### BICYCLE PROJECT APPLICATION GUIDELINES

#### I. PURPOSE AND AUTHORITY

The Clean Air and Transportation Improvement Act (CATIA) makes available \$20 million to fund a program of competitive grants to local agencies for capital outlay for bicycle improvement projects which improve safety and convenience for bicycle commuters.

These guidelines are intended to assist in the submission of applications for bicycle projects under the CATIA. Applications will be evaluated on how the project encourages bicycle commuting and coordinates with other transportation modes.

The guidelines implement the CATIA Program in accordance with the basic program requirements established in Sections 99600 et seq. of the Public Utilities Code, as added by Proposition 116 (June 1990). PUC Section 99660(a) requires that program guidelines be adopted by the California Transportation Commission. The program has a total of \$1.99 billion in State bonding authority.

#### II. ELIGIBLE APPLICANTS

Eligible fund applicants are "Local Agencies", which means a county, city, city and county, county transportation commission, county transportation authority, transit development board, transit district, or any joint powers agency specified in the CATIA.

#### III. QUALIFYING BICYCLE PROJECTS

Eligible projects include the construction, improvement, acquisition and other capital expenditures associated with bicycle projects which improve safety and convenience for bicycle commuters [PUC Section 99650]. Bicycle commuter is defined as a bicyclist making a trip for transportation purposes such as travel to work, to school, shopping or other activity center, rather than for exercise or recreational purposes.

Eligible projects may also include, but are not limited to: bicycle lanes, paths, shoulders; grading, drainage, paving, barriers, landscaping, and structures needed to accommodate users of the facility; fixed-source lighting where appropriate; right-of-way (land acquisition and relocation assistance); bikeway grade separation; traffic control devices; provision of signs designating bicycle transportation routes; conversion of railroad rights-of-way to bikeways; supplementary features such as shelters and parking and storage facilities; installation of bicycle racks on transit vehicles; roadway widening, restriping, parking removal for bicycles, bicycle bridge, and adjustment of traffic-actuated signals to make them bicycle sensitive.

- b CATIA funds cannot be used to fulfill matching requirements of other state funds.
- 10 The Commission shall request, before the implementation date of 2000, that local and regional agencies suggest substitute projects to replace the original CATIA project; if funds remain unencumbered, or if the project proves infeasible or is uncompleted by the implementation dates set forth in the CATIA; the Commission intends to make project and funding recommendations to the Legislature for substitute statewide projects.
- 11. The Commission shall review annually, and as necessary, amend the CATIA policy guidelines, application guidelines, and financial guidelines to ensure that the program reflects the current statutes, as well as Commission policies and programs.

#### PROGRAM POLICIES

- 12. All grant applicants shall coordinate and work closely with the Commission (through its staff or consultant) and affected agencies during the early preparation stages of the grant application prior to submittal. Advance review by the Commission and the affected agencies is intended to assure timely review of the grant application submittal.

Applicants are required to submit a complete application for annual element projects. The CTC will review and approve annual element projects. The Commission will allocate funds to a project after approval of the project application. The project must have the appropriate environmental clearance prior to fund allocation.
- 13 Complete applications for bicycle projects shall be submitted by the grant applicant to the Commission, as well as the Department of Transportation and transportation planning agencies for review and comment.

The grant applicant shall respond to the comments as a part of its complete application for funds and submit its responses to the commenting agency and to the Commission.

  - b. Where multiple funding sources are involved and approval must be given by the appropriate Regional Transportation Planning Agency (RTPA) on the non-CATIA funds, then the RTPA shall within two months of the receipt of the complete application for funds indicate that non-CATIA funds have been requested and submit its response to the Commission. The non-CATIA funds must be approved and confirmed, prior to allocation of CATIA funds or allocation will be denied. This policy does not relieve the grant applicant from complying with other State statutes that mandate project review and approval.
- 14. The Commission shall accept complete applications for annual element projects on an annual calendar cycle, to be determined by the Commission.

- 15 Subject to its approval, the Commission will allow any public agency identified in the CATIA or in the application guidelines as an eligible applicant, to transfer its applicant status to another public agency that accepts the rights and responsibility to implement and deliver the project.

The Commission shall amend all approved CATIA projects by resolution on an ongoing basis into the current State Transportation Improvement Program.

#### FINANCIAL/FUNDING POLICIES

17. The Commission intends to adopt the financial guidelines for the transfer and expenditure of funds that are consistent with Section 164.4 of the Streets and Highways Code.
18. The Commission intends to allocate CATIA funds in a manner that minimizes the state debt service on the bond issues. The Commission will allocate funds only on an as needed reimbursement basis. The Commission's approval of a complete application will delineate the state's share of the total project cost and for the grant applicant's purpose shall also serve as a verification letter of the state's funding commitment.
19. The Commission will use its Five-Point Strategy for Program Delivery Reform (#G-90-21), Cost Monitoring Policy (#G-90-11), and Timely Use of Funds Policy (#G-88-6) to ensure that the grant applicant shall provide bicycle facilities in a timely and cost efficient manner. If the project is delayed, the grant applicant shall describe the causes of the cost increases, and detail measures to fund the increases, and cost control measures on future project costs.

CATIA funds are not subject to the South/North split and county minimums except where applicable under Sections 188.0 and 188.8 of the Streets and Highways Code.

- 21 CATIA funds may be used to enhance a completed bicycle project if a cost savings exists pursuant to the Commission's Cost Saving Policy (#G-90-9).
- 22 The Commission shall require that the grant applicants demonstrate they have the financial capacity to construct and maintain the project, as well as the financial and institutional ability to accept the legal liabilities and obligations.

Project cost shall be based on the first annual complete application submitted and approved by the Commission.

24. If projects exceed the cost proposed by the grant applicant, then the grant applicant shall cover the cost increases with federal funds, those state funds which are not programmed or allocated by the Commission, local funds, or private funds.

- 25 CATIA funds shall be expended with other funding sources in a proportionate manner during the implementation of the project. The intent of the Commission is to allocate funds throughout all of the project to ensure that reasonable progress and project implementation occurs.

#### PROJECT POLICY

26. The Commission will allow up to 3% of the grant allocation for pre-construction work such as preliminary engineering and design, but not feasibility or planning studies.

#### ELIGIBILITY POLICIES

- 27 The Commission shall accept applications from the eligible applicants as defined in PUC Section 99601(i).
28. The Commission will fund and allocate monies only for those activities which it considers to be eligible based upon the activities defined in the Act and the application guidelines.

#### JUSTIFICATION POLICY

29. A grant applicant may request the Commission, during its application, to waive a specific policy or policies in the policy guidelines. The grant applicant shall justify the waiver by responding in full to comments and requests for data and information from the Commission, the Department of Transportation, transportation planning agencies, transportation commissions, affected transit districts, and affected cities, counties and agencies.

The affected agencies shall submit their comments to the appropriate RTPA to assemble the comments and responses for submittal to the Commission for consideration and action (see Policy 13). The Commission will consider the applicant's justification request, comments submitted by affected agencies via the RTPA and other information received from interested parties. The Commission will make a formal finding by resolution, to either deny or grant a partial waiver or waive the policy or policies in the policy guidelines for that annual cycles of full project application and annual request for funds. Future submittals of complete applications are not exempt from the Commission's policies without a resubmittal of a justification waiver request and approval of this resubmittal by the Commission.

#### DEFINITION

30. Bicycle project means (PUC Section 99650) capital outlay for bicycle improvement projects which improve safety and convenience for bicycle commuters.

Application for FY 1991-92 Funds  
CATIA Fund Program  
Bicycle Projects

ANNUAL ELEMENT PROJECTS

PART 1. TITLE AND CERTIFICATION

Applicant Agency:

Address:

Contact Person:

Telephone No

Project Title:

Project Location (County, City or Cities):

Amount of Prop. 116 Funds Requested in FY 1992-93: \$ \_\_\_\_\_

To the best of my knowledge and belief, the data and information in this application is true and correct and I am authorized to file this application on behalf of the applicant.

Name & Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## PART 2. COMMISSION SCREENING CRITERIA

Does your agency/project meet the statutory requirement to be eligible for CATIA funding, pursuant to Section 99650 of the Clean Air and Transportation Improvement Act of 1990?

☐ Yes      ☐ No

Does your agency have the financial ability to implement, operate and maintain the proposed project?

☐ Yes      ☐ No

Has your agency's policy board/body approved the project and the project fund application (attach certified resolution or other documentation showing policy board approval)?

☐ Yes      ☐ No

Has your agency completed, or will it complete prior to beginning the project, the required environmental documentation, pursuant to the California Environmental Quality Act (CEQA)?

☐ Yes      ☐ No

Will your agency be able to obligate/encumber/ expend funds for the proposed project at least 15 months after project approval and allocation?

☐ Yes      ☐ No

Is the project designed in conformity with the standards set forth in Chapter 1000 of the Highway Design Manual, "Bikeway Planning and Design"?

☐ Yes      ☐ No

Is your agency's proposed project identified in a Regional/Local Plan?

☐ Yes      ☐ No

Identify the plan(s): \_\_\_\_\_

Has your agency submitted the fund application to the appropriate regional transportation agency, as well as to affected agencies for review and comment?

☐ Yes      ☐ No



### PART 3 DESCRIPTION OF PROJECT

Describe the project for which you are applying for funds using the following format:

#### Section 1. Project Description

- a. Describe the proposed project in detail including

Type of facilities (e.g. roadway widening for bicycles, separate pathway, bicycle parking facilities).

If the project is part of a larger project, describe the overall project. If other projects need to be completed for this project to be operational, list the other projects, their estimated cost and proposed completion date(s).

- b. Identify whether the implementing public agency will do the work, or will contract the work out.
- c. Attach a map of the project and any appropriate project drawings.

#### Section 2. Project Need and Benefits

- a. Describe how this project will improve safety and convenience for bicycle commuters, including how, if applicable, the project will be coordinated with transit providers.
- b. Describe the project benefits, including any access improvements or bicycle parking in high use activity centers (e.g. employment, commercial, educational, governmental or social service center).
- c. Describe the relationship of the proposed project to other recently completed or proposed projects in the area.

#### Section 3. Project Status

- a. Provide information on the current status of the project.
- b. Describe the cost control measures that will be implemented for the project.

PART 4. PROJECT BUDGET

- 1 Please provide a project budget, including a breakdown of all project costs and revenues and any multi-year phases of the project:

	91/92	92/93	93/94	94/95	95/96
PROJECT COST					
Engineering/Design					
Property Acquisition					
Construction/Rehabilitation					
TOTAL PROJECT COST					
PROJECT REVENUES					
General Fund					
Private					
Other (Specify)					
State:					
Proposition 116 Funds					
Other (Specify)					
Federal:					
Other (Specify)					
TOTAL PROJECT REVENUES					

- 2 Please briefly describe the sources of your cost and revenue estimates.

PART 5 ENVIRONMENTAL DOCUMENTATION

Provide information on the status of the environmental clearance for the project.

<u>Appropriate Environmental Document</u>	<u>Actual or Estimated Completion Date</u>
Categorical Exemption	_____
Other exemption (cite)	_____
Notice of Exemption	_____
Negative Declaration	_____
Draft EIR/EIS	_____
Final EIR/EIS Certification of EIR	_____
Notice of Determination	_____

Project Construction/Implementation Schedule

	<u>Begin Work (Month/Year)</u>	<u>Completion (Month/Year)</u>
Environmental Assessment		
Preliminary Engineering		
Final Design		
Property Acquisition		
Construction/Rehabilitation		